

26 February 1954

MEMORANDUM FOR: Deputy Directors  
Assistant Directors  
Chiefs of Administrative Offices  
Chiefs of DD/P Staffs and Area Divisions  
Inspector General

SUBJECT: Security Briefing of Overt Consultants and Experts

1. The Director of Security desires to provide a security briefing for overt consultants and experts. Plans must now be made to insure that each such individual now under contract and those placed under contract in the future receive this briefing. It is conducted each Thursday afternoon from 2:00 to 4:00 p.m. in Room 1402 I Building.

2. This Office will arrange for all new consultants and experts to receive the briefing at the time contract papers and other processing are completed.

3. Your office will be required to insure that the next time any consultant or expert retained for your use is called to Washington that the schedule for consultation will provide sufficient time for the special briefing. You are requested to make arrangements for the briefing with [redacted] Security Office, extension 787.

25X1A

[redacted]  
Harrison G. Reynolds  
Assistant Director for Personnel

25X1A

Distribution:  
5 - each addressee *not dist.*

CONFIDENTIAL